

HUNTINGTON RIDGE HOLDINGS L.P. APPLICATION HUNTINGTON RIDGE APARTMENTS

RESIDENT INFORMATION

First Name	Last Name	Date of Birth ____/____/____	Social Security Number
Best Contact Number	Driver's License No. & State	Email Address	
Occupant	Date of Birth ____/____/____	Relationship	
Occupant	Date of Birth ____/____/____	Relationship	
Occupant	Date of Birth ____/____/____	Relationship	

RESIDENTIAL HISTORY

Complete Current Address	City and State	Zip Code	Length of Residency
Owner / Mortgage	Owner Phone	Fax Number	Rent/Own Monthly Payment
Previous Address	Length of Residency	Reason for Leaving	

EMPLOYMENT INFORMATION

Current Employer	Length of Employment	Position Held	
Work Number	Supervisor/ Manager	Monthly Salary	
Other Sources of Income (Social Sec., Disability, etc.)	Previous Employer	Previous Work Number	

AUTOMOBILE INFORMATION

License # _____ Year _____ Make/Model _____ Color _____
License# _____ Year _____ Make/Model _____ Color _____

Apartment # _____ Move in Date _____ Rental Rate \$ _____ Lease Term _____
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EMERGENCY CONTACT

Contact	Address	Phone Number	Relationship
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Have you or any occupant ever been charged with a felony? Yes or No
Have you or any occupant been required to register as a sex offender? Yes or No
Do you have any pets? Yes or No

The undersigned represents that the above statements are true and complete and authorizes verification of information and references given. If accepted and subsequently the resident does not move in on the starting date, the amount received is hereby acknowledged as liquidated damages for non-performance. Resident agrees to all 3 pages of this form. Owner may verify all the information provided by me for eligibility purposes and releases from liability all persons or entities supplying or collecting such information.

Applicant Signature: _____ **Date of Application:** ____/____/____

ADMISSION AND OCCUPANCY POLICY

We respectfully request that all individuals applying to be a leaseholder carefully read the following criteria before submitting application for residency. This document is part of the Applicant, and Applicant is bound by all terms.

1. CREDIT HISTORY

All occupants 18 years or older must be listed on the lease as a leaseholder. Any bankruptcy proceedings must be at least 2 years old. Also, all credit established after the bankruptcy must be current. Collection accounts must be paid in full, show a record of regular payments being made, or have a satisfactory reason for a dispute in progress.

The last month's prepaid rent may also be required if any poor credit history is reflected on the credit report.

2. INCOME REQUIREMENTS

Applicants are responsible for proving their actual income. (Proof may include three consecutive pay stubs from a current job, SSI or military or other appropriate documentation).

Applicants must have a gross income of at least three times the monthly rent to qualify.

Current payroll or income statements will be required.

If we are unable to verify income, you may be required to pay an additional deposit, or may be denied.

3. RENTAL / OWNER OR ITS AGENT HISTORY

All applicants must provide positive Owner or its Agent references from a non-family source/friend for the previous year.

All previous rental payments must have been made on time and without demand for the previous year.

Applicants must have satisfactorily completed their existing contract.

Applications will be declined in whole if an eviction record is found or if applicant has any collections or balances due to an Owner or its Agent.

4. CRIMINAL RECORD

A criminal background history from the city and/or county/state in which the applicant resides or has resided is required of all persons over the age of 18 who will be occupying the apartment. Owner reserves the right to deny the applicant if any convictions, other than traffic violations, are disclosed, discovered or appear on the applicant's criminal record. If any charges are pending, Owner may deny the applicant until such time as the charges have been adjudicated/resolved, at which time applicant may reapply. Owner does not allow registered sex offenders and/or any person required to register.

5. OCCUPANCY POLICY

All applicants or intended residents must have a valid social security card at the time application is submitted.

Owner has an occupancy limitation of two (2) people per one-bedroom, four (4) people per two-bedroom apartment.

Owner will not approve a request to add an additional person to a household until that person has completed the screening process of all criteria. If false, inaccurate or incomplete information is provided, occupancy will be denied. The burden is on any applicant to insure the information is correct.

Applications will be declined if all obligations to any Owner or its Agents have not been fulfilled.

Owner requests payment of the pro-rated rent amount **plus** the following month's rent when applicant moves in on or after the 20th of the month.

A non-refundable application fee of \$35.00 is required per applicant 18 years of age and older. A **\$400.00** security deposit is required for all apartments. (\$100 nonrefundable Administrative fee)

